From:	Sawtell_W@cde.state.co.us
To:	Meushaw_L@cde.state.co.us; Cohn_J@cde.state.co.us
Cc:	Mohajeri-Nelson_n@cde.state.co.us
Subject:	RE: CFS
Date:	Friday, February 15, 2019 7:16:35 AM
Attachments:	image749eb6.PNG image2de65e.PNG image8a38d7.PNG image14b6ce.PNG image85db7f.PNG image8b88ba.PNG image0c5839.PNG image9ff0ab.PNG image522884.PNG imagebd7db7.PNG

Good Morning Everyone,

I saw the email last night and also wanted to let you know that, also last night, Grace reached out to Jody personally and apologized for her reaction. She cited stress due to the strike and realized after she sent it that it wasn't what she intended. She also stated she knows they are good with CfS and they are looking forward to future collaboration in the project.

Therefore, I'd like to request that before we set external meetings perhaps there could be an internal meeting first. I'd like to see if there can be an opportunity to openly share concerns and possible frustrations that may be developing. I agree with what you said Laura, that everyone needs to be on the same page and I know Jody is in 100% agreement with that as well. So, is there a time next Tuesday that we could meet? I have UIP feedback scheduled most of the day, but could definitely make time for this.

Thank you,
Wendy

Wendy Sawtell
Supervisor, Professional Learning and Strategic Partnerships
Exceptional Student Services

COLORADO
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From: Meushaw, Laura

Sent: Friday, February 15, 2019 6:51 AM
To: Cohn, Jody
Cc: Mohajeri-Nelson, Nazanin; Sawtell, Wendy
Subject: CFS

Jody,

As CFS Implementation Managers, one of our most important roles is to develop strong working relationships with the schools and districts and coach them through challenges and barriers. Emails sometimes come across more harshly than we intended and we have to be extremely cautious of how we communicate expectations. I'm sorry if my request for the communication with districts was not clear or confused you. I never intended for you to send an email telling the districts that they may not be meeting grant expectations, or that the grant might not be a good fit for them. In the future, I would really appreciate the opportunity to provide feedback before communications is sent to districts. Allowing me to review emails before they are sent will help us make sure we are on the same page. Feel free to include a deadline for me to get you feedback if you want to get something out quickly. For both external and internal emails that convey important, sensitive or possibly confusing information, as a general rule and practice, we (CDE employees) always run communications by at least two people involved in the work before we communicate with districts, particularly on sensitive topics.

In regards to next steps with DPS, I went ahead and let Laura know that I would not be available until the week of the 25th for a meeting. I will let you know if she has time that week. In the meantime, I think it is important for you to let DPS know they are not in jeopardy of losing funds and take some steps to minimize any damage to your relationship with the DPS team. It might be helpful for you to send them an email apologizing for any confusion or alarm you may have caused. They need to know that we are ready, willing, and able to work with, support, and guide them – not just yank their funds. I realize some of their PM tools ~~where~~ were not to the level we had hoped, I believe that is an area ~~a~~ of growth not an area of non-compliance. I also think it is important to impress on them how much we enjoy supporting CFS schools in DPS and look forward to the next round. If you would like to draft an apology email, I would be happy to review it and give you feedback on it. Another approach might be to call the districts to reassure them that we want to ensure their success and that their funds are not in jeopardy.

Did other district's get this email as well? If so, we may want to reach out to them to take some preventive measures as well.

Let me know how you want to proceed. I included Nazie and Wendy just in case they hear from any districts.

Thanks!

Laura Meushaw
ESEA Senior Consultant, Title I & School Improvement
Federal Programs

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